NOTE: These minutes are subject to review and modification by the ACSWMD Board of Supervisors at its next Board meeting.

Addison County Solid Waste Management District
Minutes
Board of Supervisors Meeting No. 281
Thursday, May 19, 2016, 7:00 PM
Addison County Regional Planning Commission Office Conference Room
14 Seminary Street, Middlebury, VT  05753

1. OPEN MEETING – ROLL CALL. The Board of Supervisors (BOS) meeting was called to order by Timothy Wickland, Chair at 7:00 PM on March 19, 2016, in the ACRPC Conference Room, 14 Seminary Street, Middlebury, VT. Present:

<table>
<thead>
<tr>
<th>Town</th>
<th>Vote</th>
<th>Supervisor/Alternate</th>
<th>Town</th>
<th>Vote</th>
<th>Supervisor/Alternate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Addison</td>
<td>1</td>
<td>Bill Munoff</td>
<td>New Haven</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bridport</td>
<td>1</td>
<td>Ed Payne</td>
<td>Orwell</td>
<td>1</td>
<td>Roland Simmons</td>
</tr>
<tr>
<td>Bristol</td>
<td>2</td>
<td></td>
<td>Panton</td>
<td>1</td>
<td>Paul Sokal</td>
</tr>
<tr>
<td>Cornwall</td>
<td>1</td>
<td>Michael Hennessy</td>
<td>Ripton</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ferrisburgh</td>
<td>2</td>
<td>Michael Hennessy</td>
<td>Shoreham</td>
<td>1</td>
<td>Conrad Waite</td>
</tr>
<tr>
<td>Goshen</td>
<td>1</td>
<td>Diane Mott/David Sabatini</td>
<td>Starksboro</td>
<td>1</td>
<td>Susan Reit de Salas</td>
</tr>
<tr>
<td>Leicester</td>
<td>1</td>
<td>Richard Reed</td>
<td>Vergennes</td>
<td>2</td>
<td>Cheryl Brinkman</td>
</tr>
<tr>
<td>Lincoln</td>
<td>1</td>
<td>Bill Finger</td>
<td>Waltham</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Middlebury</td>
<td>4</td>
<td>Eric Murray</td>
<td>Weybridge</td>
<td>1</td>
<td>Tim Wickland</td>
</tr>
<tr>
<td>Monkton</td>
<td>1</td>
<td>Deborah Gaynor</td>
<td>Whiting</td>
<td>1</td>
<td>Carolyn Schmidt</td>
</tr>
</tbody>
</table>

**Staff:** Teresa Kuczynski (TK), District Mgr. Don Maglienti (DM), Program Mgr. Patti Johnson (PJ), Business Mgr.

**Guests:** Sam Hillman, Telling and Associates Accounting

2. PUBLIC COMMENT PERIOD – The Chair opened the public comment period.

3. MEMBER COMMUNICATIONS – S.ReitdeSalas noted that Starksboro was building a new town garage and moving the recycling drop-off there.

4. APPROVAL OF MINUTES FROM MEETING NO. 280 – The Chair asked if there were any changes to the BOS minutes from 4/14/16, and noted on p. 3, line 23, the word “addenda” should be “agenda.” C.Brinkman noted that on p. 2, lines 22 & 23, “the District Manager has filled the positions of Chair and Vice Chair” should read, “the District Manager has filled the positions of Clerk and Treasurer.”

**Motion #1:** P.Sokal moved to approve the minutes of meeting #280, with the changes noted. R.Reed seconded the motion.

**VOTE on Motion #1:** Yes – 16 (Addison, Bridport, Cornwall, Goshen, Leicester, Lincoln, Middlebury (4), Panton, Shoreham, Vergennes (2), Weybridge, Whiting) No – 0. Abstain – 2 (Orwell, Starksboro).
5. DISTRICT MANAGER REPORT – TK will be attending a retreat of the VT Solid Waste District Managers’ Association the following day. Topics to be discussed include Act 148 funding, the E-waste contract and other pressing issues affecting the districts and alliances. The Agency of Natural Resources (ANR) is willing to meet with the Districts to discuss the need for funding and the new requirements of Act 148. There is some talk regarding district consolidation, so that may come up for discussion in a future BOS meeting. TK showed the BOS the plaque the District received for the Governor’s 2016 Award for Environmental Excellence. TK handed out two articles: one describes the issues MRF’s are facing to remain profitable in the current recycling market, and the other shows how the regulations including Act 148 are helping to increase diversion of food waste to local food banks as more stores and businesses are donating rather than throwing out edible food. The District has gone out to bid for a new compact wheel loader and a recycling trailer, both budgeted equipment for the Transfer Station.

6. PROGRAM MANAGER REPORT – Survey. The responses to the MMP survey we mailed out are still trickling in, but we received more than 1,550 responses, a very good number. The data received is being compiled by our Middlebury College intern Sage Tabor, DM and Chantel MacLachlan. Sage has completed her time with us; she has been with the District for 3 years and we are very appreciative of her help. Public Events. DM and Sage presented a workshop on plastic bottles and recycling at the Sustainable Living Expo held at the Middlebury Middle School. Attendance at the Expo was lower than prior events; only about 50-60 people attended. On Green-Up Day, DM had a booth at the annual Festival at the Natural Food Co-op in Middlebury. On Tuesday this week, DM gave a lunchtime presentation on Recycling and Plastics for about 30 seniors at the Champlain Valley Agency on Aging. Green-Up Day. DM reported preliminary numbers for Green-Up Day 2016. Overall, it appears that tonnage and participation in the annual event are down quite a bit. MSW tonnage alone was down 56%. E.Murray asked how we can tell that the tires accepted on Green-Up Day are not personal tires being disposed of rather than picked up off the side of road. DM said we operate on an honor system on Green-Up Day and hope that residents will comply. D.Gaynor asked how long we accept Green-Up Day trash at the Transfer Station, and DM responded that the BOS adopted a formal policy that allows roadside trash to be brought here at no cost for up to nine days after Green-Up Day.

7. FINANCIAL REPORTS –
   a. March 2016 Financial Report – The General Fund reflects the new 2015 Audited beginning fund balance of $324,768, and the beginning fund balance in the Capital Reserve Fund has increased to $402,262. Tonnage for March has increased over 2015 by 352 tons, most likely due to economic improvement and increased construction projects, as well as the additional tonnage from the Town of Bristol. Single stream is up by 203 tons. Overall, March saw a loss of ($-27,818), attributed mostly to March 2016 being one of the two months of the year with three paychecks.
   b. Municipal Diversion Grant Applications – None received.
   c. School Diversion Grant Applications – Monkton Central School submitted a grant application for 75 % of $1,700 to purchase and install an Elkay EZ H20 Hands-free Water Bottle Filling Station at the school in order to provide students, staff and visitors the ability

FB May 19, 2016
to fill reusable water bottles with cool, filtered water. The request was for $1,200 in grant funds, with the school providing $500 in matching funds. The school will also absorb the cost of regular maintenance of the unit and replacement of filters.

Motion #2: D.Gaynor moved to approve the Grant Application from the Monkton Central School. B.Munoff seconded the Motion.

VOTE on Motion #2: Yes – 18 (Addison, Bridport, Cornwall, Goshen, Leicester, Lincoln, Middlebury (4), Orwell, Panton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting) No – 0. Abstain – 0

8. NEW BUSINESS –

a. Meeting with Telling & Associates, CPA, PC re Draft 2015 Annual Financial Audit Report – Sam Hillman from Telling & Associates presented the BOS with the Final Draft 2015 Independent Auditor’s Report as recommended by the Executive Board (E.Bd) for approval. Sam reported that the District financials are very healthy, and as stated in the Independent Auditor’s Report letter, the financials, which are prepared by the District, “present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of ACSWMD as of 12/31/15 . . .” The assets of the District exceeded its liabilities at the close of CY2015 by $2,949,921 (net position). Of this amount, a gain of $37,895 in unrestricted net position was incurred, and the District finished the year with a General Fund balance of $324,768. The designated net position was $837,789. In addition, $1,787,363 is invested in capital assets net of related debt.

Motion #3: C.Brinkman moved to approve the 2015 Financial Audit Report. M.Hennessy seconded the motion.

VOTE on Motion #3: Yes – 18 (Addison, Bridport, Cornwall, Goshen, Leicester, Lincoln, Middlebury (4), Orwell, Panton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting) No – 0. Abstain – 0.

b. Approved Minor Amendment to Transfer Station Certification, w/added provision to serve as a Temporary Debris Storage & Reduction Site (TDSRS) as identified in VT Emergency Operations Plan. The minor amendment to the District Transfer Station Certification was approved by ANR. The amendment allows the District Transfer Station to open one hour earlier on Saturdays, increases the maximum on-site storage for Household Recyclables to 265 tons, and increases the maximum on-site storage of Propane Cylinders to 3 tons and the annual storage to 6 tons. In addition, ANR added a “condition” to the certification that designates the District Transfer Station as a Temporary Debris Storage & Reduction Site in case of a gubernatorial declared State of Emergency. TK noted that this is an improvement over the experience with TS Irene, when responders had to look for staging areas for storm debris and obtain permit exemptions at the last minute. TK will meet with staff to give them advance notice of the date for beginning the new Saturday hours, followed by public notice of the new hours.
c. VT E-Cycles Contract Update - TK updated the E.Bd on the VT E-Cycles contract, which was awarded to the existing contractor NCER/NERC, using GoodPoint and ERI as recyclers, pending favorable contract negotiations. The compensation rate to collectors at this time is up to $.09/lb (depending on factors such as frequency of pick-up, sorting, self- hauling, etc.) beginning with a new 18-month contract on July 1.

9. OTHER BUSINESS – None.

10. EXECUTIVE SESSION – None needed.

11. ADJOURN –

Motion #4: B.Finger moved to adjourn the meeting at 7:50 PM. E.Murray seconded the motion.

VOTE on Motion #4: Yes – 18 (Addison, Bridport, Cornwall, Goshen, Leicester, Lincoln, Middlebury (4), Orwell, Panton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting) No – 0. Abstain – 0

I agree that this is an original of the May 19, 2016 minutes that were considered and approved by the BOS at its meeting of ______________.

_____________________________
Teresa A. Kuczynski, District Clerk